



# Board of Directors Meeting Minutes

Questions or comments? Please contact Ashley Wilson, Clerk of the Board, at 961-8476.

**MEETING DATE:** Thursday, September 28, 2023

## **MEMBERS PRESENT**

Anthony Akers, Cheri Warburton, Kelly Edmonson, Richard Chidester, Bobby Davis, Sally McCarthy, Jerry Boothe, Susan Richardson

## **MEMBERS ABSENT**

Jason Buckland, Judy Diggs, Emily Hite, Sara Bohn, Linda Millsaps - Absent with notice.

## **AGENDA ACTION ITEMS**

August 24, 2023 Meeting Minutes

## **CALL TO ORDER**

The meeting was called to order by the Board Chair, Anthony Akers at 4:45 pm. Mr. Akers welcomed attendees and the roll call was read by Ashley Wilson, Clerk of the Board.

## **MINUTES\*\***

Richard Chidester made a motion to approve the August Meeting Minutes, which was seconded by Bobby Davis. (Unanimously accepted, Jerry Booth abstained)

## **PROGRAM REPORTS\*\***

**Financial and Administrative Support Services:** Patricia Cox, Senior Director, reviewed the draft August 2023 statement. Overall Revenue comes in at 15% and Expenses at 14%. Ms. Cox mentioned that personnel costs were low but would balance out after the three payrolls in September. Ms. Cox updated that the internal annual Audit and the performance contract has been submitted.

Jerry Boothe made a motion to accept the August Financial Statement, which was seconded by Kelly Edmondson. (*Unanimously Approved*)

**Human Resources:** Chris Taylor, Senior Director, reviewed the plans for the upcoming staff appreciation week to be held October 9-13. Updates will be given at the next Board Meeting.

**Quality Assurance and operations:** Leslie sharp, Senior Director, reviewed the annual quality assurance report, that board members received in their board packets. The annual report reviews the entire fiscal year and what Quality Assurance Staff have coordinated amongst other programs.

**Clinical Services:** Melanie Adkins, Senior Director, discussed the recent ribbon cutting ceremony of the relocation of the agency's Crisis Stabilization Unit New Horizons, where stakeholders, DBHDS leadership and staff associated with the Governor's Office were in attendance. A public house for the public and staff will take place on October 6<sup>th</sup> – 1pm-4:30pm.

**EXECUTIVE COMMITTEE REPORT:** No Report.



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**EXECUTIVE DIRECTOR’S REPORT:** James Pritchett, Executive Director, thanked the work session provider, Woods Rogers, the agency’s attorney, who conducted the annual board member responsibilities and confidentiality training. Mr. Pritchett continued his report with updates on new policies and procedures that will be finalized to address safety concerns for staff and clients. Towards the end of October, NRVCS will be hosting a community meeting to address homelessness issues in the New River Valley and available resources/barriers for individuals. Mr. Pritchett finished his report with an update on the upcoming VACSB conference and possible plans for the Governor’s Budget and how this may affect Community Service Boards.

**ADJOURNMENT:** There being no further business, Jerry Boothe made a motion to adjourn the meeting, which was seconded by Bobby Davis. *(Unanimously approved)*

MINUTES APPROVED ON: December 7, 2024 *Ashley Wilson*  
 Ashley Wilson, Clerk of the Board

Board Member	Representing	Term Ends
Sara Bohn	Montgomery County	6/30/2024 (1 <sup>st</sup> Term)
Anthony Akers	Pulaski County	6/30/2024 (3 <sup>rd</sup> Term)
Linda Millsaps	Floyd County	6/30/2026 (1 <sup>st</sup> Term)
Emily Hite	City of Radford	6/30/2026 (3 <sup>rd</sup> Term)
Jason Buckland	Giles County	6/30/2026 (3 <sup>rd</sup> Term)
Sally McCarthy	Pulaski County	6/30/2026 (3 <sup>rd</sup> Term)
Bobby Davis	City of Radford	6/30/2024 (filling previous seat)
Susan Richardson	Montgomery County	6/30/2025 (3 <sup>rd</sup> Term)
Judy Diggs	Montgomery County	6/30/2025 (1 <sup>st</sup> Term)
Cheri Warburton	Pulaski County	6/30/2026 (1 <sup>st</sup> Term)
Jerry Boothe	Floyd County	6/30/2024 (1 <sup>st</sup> Term)
Kelly Edmonson	Montgomery County	6/30/2026 (1 <sup>st</sup> Term)
Richard Chidester	Giles County	6/30/2026 (1 <sup>st</sup> Term)