



Mount Rogers Community Services Board

770 WEST RIDGE ROAD

• WYTHEVILLE, VA 24382

• 276-223-3200

EXECUTIVE DIRECTOR

Lisa H. Moore

BOARD OFFICERS

Chairperson

Joe Bean

Vice-Chairperson

Sandy Troth

Secretary

Beverly Mountain

Treasurer

Mary Coulson

MEMORANDUM

TO: Board Members
Liaison Members
Program Directors

FROM: Joe Bean, Chairperson

DATE: November 17, 2016

RE: November 28, 2016 Board Meeting

Enclosed you will find the agenda for the Board meeting which will be held on Monday, November 28, 2016, at 1:00 p.m., at the E. W. Cline, Jr. Building, in Wytheville.

Other activities scheduled are as follows:

A meeting of the **Personnel Committee** will be held at 11:30 p.m. Committee members are as follows: Ms. Sandy Troth, Chairperson, Ms. Beverly Mountain, Ms. Mava Vass, Ms. Susan Sneed, and Mr. Joe Bean, Ex-officio.

A meeting of the **Budget and Finance Committee** will be held at 12:30 p.m. Committee members are as follows: Ms. Sue Ellen Tate, Chairperson, Mr. Kevin Campbell, Dr. Gary Houseman, Ms. Mary Coulson and Mr. Joe Bean, Ex-officio.

A copy of the Performance Measures Information has been included in the packet for your review prior to the Board meeting. Please bring this information with you to the meeting.

A simple luncheon will be available between the hours of 11:45 a.m. and 1:00 p.m. Please plan to join us for lunch.

If you are unable to attend the Board meeting or your Committee meeting, please contact the Administrative Office before the meeting date.

MOUNT ROGERS COMMUNITY SERVICES BOARD

BOARD MEETING

November 28, 2016

A G E N D A

- I. CALL TO ORDER
- II. APPROVAL OF October 24, 2016 MINUTES
- III. OLD BUSINESS
- IV. NEW BUSINESS
 - A. Budget and Finance Committee Report
 - Performance Measures Update
 - B. Personnel Committee Report
 - C. Executive Director's Report
 - D. Nominating Committee Report For The Election of Officers – 2017
- V. INFORMATIONAL ITEMS
 - A. IDC Monthly Report
 - B. MHDSAS Monthly Report
 - C. Staff Presentation – Canine Companions for Independence
- VI. ADJOURNMENT

MOUNT ROGERS COMMUNITY SERVICES BOARD

BOARD MINUTES

October 24, 2016

The Mount Rogers Community Services Board met on Monday, October 24, 2016, at the E. W. Cline, Jr. Building in Wytheville, Virginia.

PRESENT:

Ms. Barbara Bartnik
Mr. Joe Bean
Mr. Howard Burton
Ms. Mary Coulson
Ms. Carolyn Davis
Dr. Gary Houseman
Ms. Susie Jennings
Ms. Beverly Mountain
Ms. Sharon Plichta
Ms. Susan Sneed
Ms. Mava Vass

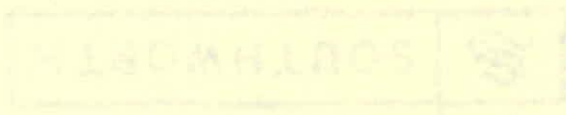
ABSENT:

Mr. Kevin Campbell
Ms. Sue Ellen Tate
Ms. Sandy Troth

STAFF:

Mr. Shane Ashby
Mr. Bob Baranowsky
Ms. Sarah Beamer
Ms. Angela Berry
Mr. Troy Bise
Ms. Kathy Cressel
Ms. Anna Csaky-Chase
Ms. Laura Davis
Mr. Frank Dowell
Mr. Bob Gordon
Ms. Wendy Gullion
Mr. Mark Larsen
Ms. Lisa Moore
Ms. Kim Taylor
Ms. Rita Viars

OTHERS:



I. CALL TO ORDER

Mr. Joe Bean, Chairperson, called the meeting to order.

II. STAFF RECOGNITIONS

Ms. Lisa Moore and Ms. Anna Casky-Chase, Director of Youth and Family Services, and Ms. Angela Berry, Youth & Family Program Manager, recognized Mr. Troy Bise and Mr. Bob Baranowsky who became Licensed Professional Counselors.

III. APPROVAL OF September 26, 2016 MINUTES

The September 26, 2016 minutes were approved as presented on the motion of Ms. Susie Jennings and seconded by Ms. Carolyn Davis. The motion passed unanimously.

IV. OLD BUSINESS

None

V. NEW BUSINESS

A. Budget and Finance Committee Report

1. Ms. Sarah Beamer presented the financial statement for the period ending September 30, 2016.

MOTION: On behalf of the Budget and Finance Committee, Ms. Mary Coulson, Acting Chairperson, moved that the Board accept the financial statement for the period ending September 30, 2016, as presented.

The motion passed unanimously.

2. Mr. Beamer presented the updated CSB Charge Structure.

MOTION: On behalf of the Budget and Finance Committee, Ms. Mary Coulson, Acting Chairperson, moved that the Board accept the proposed charge structure as presented and that the structure be effective October 1, 2016.

The motion passed unanimously.

B. Policy Planning and Evaluation Committee Report

On behalf of the Policy Planning and Evaluation Committee, Ms. Carolyn Davis, Chairperson, presented revisions to the Citizen Participation Policy# 1.1.21 for Board review and approval.

MOTION: Mr. Howard Burton moved that the Board adopt the revisions to the policy as presented.

The motion passed unanimously.

C. Executive Director's Report

1. Ms. Lisa Moore shared information relative to major change that is taking place in all service areas of Mental Health, Substance Abuse, Developmental Disability services and the Agency's Administrative services.
2. Ms. Moore commented that the Agency continues to implement aspects of the CCBHC model by forming internal committees to develop plans for moving forward toward certification. Daymark Services, a private agency in North Carolina that had successfully implemented mobile engagement services, recently visited with the Agency to assist in exploring ways to implement aspects of the model.
3. Ms. Moore reported that Virginia is launching an Addiction and Recovery Treatment Service (ARTS) program that will become effective April 1, 2017. The new benefit will offer services, with increased rates, to individuals with Medicaid who are dealing with addiction. Ms. Moore will attend a Substance Abuse Summit on Addiction Disease Management on November 9, 2016.
4. Ms. Moore reported that the new Medicaid DD Waiver became effective September 1, 2016, impacting all waiver services and the administrative application of the waiver.
5. Ms. Moore commented on the Commonwealth Coordinated Care Plus Program which is a new statewide Medicaid managed care program that becomes effective in July 2017, and will serve approximately 213,000 individuals with complex care needs. The program consists of applications from seven health plans; however, only four plans will be chosen statewide.
6. Ms. Moore reported that the Agency has been closely following the U. S. Department of Labor's changes to the Fair Labor Standards Act (FLSA). The new regulations will affect the salary threshold for employees as to whether an employee is exempt or non-exempt for access to overtime pay. In an effort to be compliant with the new regulations, the Agency enlisted the guidance of SESCO Management Consultants, a Human Resources Management Service, to conduct a thorough review of all Agency positions and to provide guidance with the implementation process relative to the changes. Based on the review, approximately 72 employees will be affected by the new regulations which become effective December 1, 2016.
7. Ms. Moore reported on the VACSB Public Policy Conference held October 5 – 7, 2016. The VACSB Budget Priorities for 2017-2018 were presented at the conference and were included in the Board's informational packet for review.
8. An invitation was extended to the Board to attend the Sandy Ridge Group Home "Open House" in Wytheville on October 26, 2016 beginning at 3 p.m. and concluding at 7 p.m.
9. Ms. Moore commented on a public meeting that will be held on October 28, 2016 beginning at 11:45 at the Southwestern Virginia Training Center relative to the closure of the Virginia Training Center.
10. Ms. Moore announced that the Annual Holiday Reception will be held on December 8, 2016 at the Wytheville Meeting Center. Additional information will be forthcoming.
11. Ms. Moore referenced several newspaper articles included in the informational packet.

D. Appointment of Nominating Committee for Election of Officers – 2017

Mr. Joe Bean appointed the nominating committee for the election of officers for FY 2017 as follows:

Mr. Howard Burton – Chairperson
Ms. Barbara Bartnik
Ms. Mava Vass

The nominating committee will provide an initial report at the November meeting. The election of officers will be held January 23, 2017.

VI. DECEMBER MEETING

A recommendation was made to cancel the December 26, 2016 meeting.

MOTION: Ms. Susie Jennings moved that the Board cancel the December 26, 2016 meeting as recommended. Ms. Sharon Plichta seconded the motion.

The motion passed unanimously.

VII. INFORMATIONAL ITEMS

A. IDC Monthly Report

1. Mr. Frank Dowell updated the Board on the IDC production status. The production of the two food smocks has been delayed; however, the fabric has arrived and work is scheduled to begin in the next few weeks. The IDCs will produce approximately 110,000 – 115,000 units.
2. Mr. Dowell reported work continues on the Airman Battle Uniform and the first shipment is scheduled for October 28, 2016.
3. Mr. Dowell updated the Board on the Annual Representations and Certifications for AbilityOne Qualified Nonprofit Agency.

B. MHDSAS Monthly Report

1. Mr. Mark Larsen referred to the MHDSAS Board Report as presented.
2. Mr. Larsen commented that the funding for the Alternative Transportation Program has been exhausted; however, the state has given permission to reallocate funding from the CIT grant that will allow the service to continue until mid-May. Advocacy continues through the legislature process to keep the Alternative Transportation Program active.
3. Mr. Larsen reported that Peer Support Services will become a billable service effective July 1, 2017.

4. Mr. Larsen reported that Trauma Informed Care training has been scheduled for December 14 – 15, 2016. The training offers methods in approaching and interacting with individuals and teaches staff and administrators how to relate to individuals in trauma situations.
- C. Presentation – Positive Alternative to Hospitalization (PATH) Crisis Stabilization Unit

Ms. Anna Csaky-Chase, Director of Youth and Family Services, presented an overview and statistical information on the new Regional III Residential Crisis Stabilization Unit for youth.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned on the motion of Ms. Susie Jennings and seconded by Ms. Beverly Mountain. The motion passed unanimously.

Ms. Susie Jennings, Secretary



255 George James Drive
Wytheville, Virginia 24382

November 28, 2016

MEMORANDUM

To: Members of Mount Rogers Community Services Board of Directors

From: Frank Dowell, Director

Subject: **October Report**

Activities during October included:

Two representatives, Kristie Evans, Fabric Account Manager, and Alissa Sampson, Planner/Buyer, from Massif visited the IDC on October 4-5 to tour all facilities and conduct quality inspections as we work together on a subcontract for the Airman Battle Uniform. IDC production staff continue to hold weekly conference calls with Massif as this project progresses. Kristie Evans made a follow-up visit to the Smyth Center to observe the packing and shipping processes on October 20.

On October 18, Joan Harmon, Director of Employment and Day Support Services; Margie Stuart, Director of Administrative Services; and I attended a remote broadcast of the quarterly Department of Aging and Rehabilitative Services (DARS) Employment Services Organization Steering Committee (ESOSC). We were provided information regarding the Workforce Innovation and Opportunities Act, among other DARS business. We invited Ms. Donna Bonessi, DARS Director of Employment Support Services, to visit the IDC and discuss with us some of the information from the ESOSC meeting. At this meeting, on October 25, we were also introduced to Richard Keene, the manager of the Wytheville and Pounding Mill DARS offices. We were advised that DARS has implemented changes to their Work Adjustment Training (WAT) program, which will no longer serve as a conduit for individuals to move, after a period of training, into our extended employment program at the facilities. With increasing focus on community integration, WAT funds will be used for Supported Employment (in the community) only. Follow-up discussions are being held to clarify requirements as we move forward.

The Twin County/Galax Center hosted a Customer Appreciation Breakfast on October 19 and provided a tour of the facility for those attending.

The Wythe/Bland and Smyth Centers participated in the "Great ShakeOut," the world's largest earthquake drill, on October 20. Each month every site conducts a safety drill for individuals and staff.

On October 20, all staff at the Smyth Center wore pink in honor of Breast Cancer Awareness Month and in memory of fellow staff member Debbie Jarvis.

A Halloween Dance, hosted by the Twin County/Galax Center, was held on October 25 at the Blue Ridge Country Club. Approximately 200 people attended.

Several staff members attended the Open House at Sandy Ridge Group Home on October 26. Four individuals enrolled in the Day Support program at the Wythe/Bland Center will be making their home at Sandy Ridge.

The Smyth Center held their annual Family Night on October 27. Everyone dressed in costume, enjoyed a meal, and afterward participated in a Halloween Dance.

Various events were held throughout the month of October, which is recognized as National Disabilities Employment Awareness Month (NDEAM), including:

- Articles published in all local papers
- Displays at area businesses
- Pizza lunch for everyone at the Twin County/Galax Center
- Visits to local business partners and community employers:
 - The Smyth Center distributed AbilityOne water bottles filled with candy.
 - The Wythe/Bland Center hand-delivered invitations for a November brunch to customers including neighbors in the Industrial Park.

In a tribute to NDEAM, Keren Coffin, Program Manager at the Wythe/Bland Center, developed, assembled, and posted a time line at the Center. She put a great deal of planning into this project that provides information about the progress of rights for people with disabilities over the past 100 years.

Along with other Agency programs, during October the IDC underwent inspections to LogistiCare standards of all vehicles used for transportation of individuals served. All vehicles were found to pass the requirements.

The Twin County/Galax Center held costume judging for individuals who participated in dressing up on Halloween.

The IDC submitted its annual SourceAmerica Reps and Certs document that affirms the IDC's compliance with all of the federal regulations surrounding the work that we perform for the U.S. Government/ Department of Defense.

Special Olympics activities included:

- Individuals from the Day Support and Extended Employment programs at the Smyth Center took part in Special Games Day at Chilhowie High School on October 5.
- A Special Olympics Banquet was held at Riverfront Restaurant in Chilhowie on October 13. All athletes from the Smyth Center attended the dinner.

Integrated community outings for individuals enrolled in Day Support programs included:

- With the unseasonably warm weather during October, Day Support outings continued to include picnics, walks, and visits to outdoor attractions.
- Volunteering at the soup kitchen, Backpack Buddies and volunteer cleaning at Glenwood Church, Backpack Buddies in Galax, Carrington Place, HOPE warehouse, Trinity Mission in Hillsville, and filling bird feeders at nursing homes. Individuals and staff from the Wythe/Bland Day Services program are working with the Wytheville First Baptist Church's soup kitchen program and to deliver lunches to the Hedgefield Apartments.
- Operating a courtesy cart and greeting visitors at the front desk at the Twin County Regional Hospital
- Various outings and activities in the community including meals at local restaurants, shopping trips, and visits to area libraries, museums, parks, and other public places.

MENTAL HEALTH, DEVELOPMENTAL AND SUBSTANCE ABUSE SERVICES

BOARD REPORT

NOVEMBER 28, 2016

The following are some of the occurrences and accomplishments for our program area since our last report:

Youth and Family Services (YFS) –

Prevention staff along with many YFS and community volunteers conducted a Reality Store at Scott Memorial Middle School on October 7th and provided financial education to 125 students. This event was hosted as a promotion of Red Ribbon Week, which included giving both students and community volunteers information for substance abuse prevention. Volunteers also received Deterra deactivation packets that contain information on how to properly dispose of unused medication.

YFS submitted the final report for the Wythe Bland Foundation grant that ended on September 30th. The grant helped to provide services to un- or underinsured youth and their caregivers. For this grant year, 58 youth and families received the following services: 3,045 hours of therapeutic day treatment; 320 hours of counseling and psychiatric services; 216 hours of case management and 288 hours of STEP Parenting Program. YFS was awarded another \$50,000 grant for the upcoming year for the same purpose.

On October 18th, YFS Mental Health Case Management staff of Wythe and Bland Counties hosted a trunk-or-treat event for approximately 75 individuals and their families currently receiving services. The event offered an opportunity to provide a safe and healthy alternative to traditional trick-or-treating for youth, as healthy snacks, toothbrushes, and safety information were distributed. In addition, community partners joined the case management team, bringing a fire truck, armored state police tactical vehicle, and state police canine. Youth could also visit with local EMS staff, check out an ambulance, and see local law enforcement vehicles up close.

Smyth County Mental Health Case Managers participated in Halloween Madness in Marion. They were joined by thirteen individuals, along with direct support staff, from the Youth Day Support Program, who helped distribute “goodie bags” of healthier snacks. Over 350 treats were distributed. The youth also participated in games set up by Blue Ridge Job Corps and enjoyed free ice cream from *Sweetie Pies*.

After five and a half years, VICAP (the Virginia Independent Clinical Assessment Program) is coming to an end November 30th. The program was initiated in July of 2011 at all CSBs after a Department of Medical Assistance Services request for help with determining eligibility for the more intensive community mental health services. Over the years, we have fielded more than 3,800 requests for the service and completed 2,670 assessments. MRCSB staff made sure

private providers were well informed and addressed their concerns with educational meetings. A central toll-free phone line was established for individuals to call to schedule VICAP assessments. A position was dedicated to coordinate referrals, schedule assessments and make sure all the paperwork was completed and submitted, resulting in offering a VICAP appointment within the 5 day window and providing families with summaries of assessments as they left their appointment. MRCSB clinicians became knowledgeable about the Community Mental Health Rehabilitative Services eligibility requirements, accommodated VICAP appointments in their schedules and several took on contractual work to provide VICAPs late evenings or Saturdays. Staff were successful in providing a responsive, thorough, competent and community friendly service that the agency can be proud of.

Trainings –

MRCSB is sponsoring a Trauma and Resilience Basics Training (3 hours) available for all employees on December 14th at the Wytheville Meeting Center. There will be a morning (9:00 a.m.-12:00 p.m.) and afternoon (2:00 p.m.-5:00 p.m.) session.

The Trauma and Resilience Basics Course provides participants with an understanding and skill base in the six following areas:

- Trauma- The Most Basic Public Health Issue:
- Trauma- The Impact on the Brain:
- Trauma- The Impact on At-Risk Behaviors:
- Resilience- Building Individual Resilience into Everyday Action:
- Resilience- Building Community Resilience:

REVIVE Training was held on October 21st. Twenty (20) MRCSB staff, including nurses, attended the training. An additional training is scheduled for November 17th. This training provides Lay Rescue information around being able to recognize a possible opiate overdose and how to administer Naloxone to reverse the effects of an opiate overdose. There is a maximum of 20 staff per training session.