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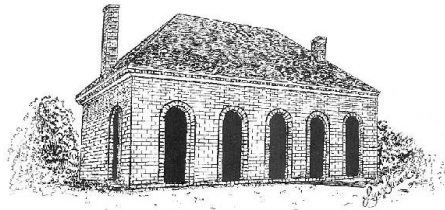
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HANOVER COURTHOUSE

HANOVER COUNTY

ESTABLISHED IN 1720

COMMUNITY SERVICES BOARD

IVY T. SAGER, MSW
EXECUTIVE DIRECTOR

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MINUTES

July 18, 2022

Members Present	Members Absent	Others
Anne Cross	Ryan Hudson	Lorrie Ann Booker
Mary Butler Eggleston (via Zoom)	Angela Kelly-Wiecek	Ellen Bowyer (via Zoom)
Johna Jones		Gabriella Caldwell-Miller
Jeff Katz		Tim Crist
Carol McDaid		Bernie Jordan
Gary D. Perkins		Ivy Sager
Sue Randolph		Jim Taylor
Robin Trivette		
Linda Wilkinson		

Call to Order

Anne Cross, Chair, called the meeting to order at 5:35pm. Ivy Sager stated to the Chair that a quorum was physically present. She noted the following: Mary Butler Eggleston was attending remotely due to a personal matter; she attended from her personal residence in Glen Allen.

The following members were present: Anne Cross, Mary Butler Eggleston (via Zoom), Johna Jones, Jeff Katz, Carol McDaid, Gary D. Perkins, Sue Randolph, Robin Trivette and Linda Wilkinson.

Action Item

Gary D. Perkins moved to amend the July 18, 2022, agenda as follows: Action Item: Approval of Fee Schedule and Sliding Fee Scale (item 10) to be addressed immediately following Approval of Minutes (item 5). Motion was seconded by Linda Wilkinson and passed unanimously.

Informational Session

Ivy Sager introduced Tim Crist from Hanover County IT to share information on the TEAMS environment.

Mr. Crist provided information on TEAMS access, channels, as well as sharing files and links. Discussion ensued, most around FOIA. Ellen Bowyer, Senior Assistant County Attorney, offered to work with Mr. Crist on considering written guidance for Board Members on use of TEAMS.

Ms. Sager offered her own and Mr. Crist's assistance to Board Members on using and working with TEAMS on their personal devices.

Open Discussion

Anne Cross began by asking Sue Randolph to provide an overview of the Board Retreat. Ms. Randolph spoke to the value of getting to know each other, working together in a united effort, as well as the importance of supporting CSB staff and mission. She also spoke to attending an event with Ms. Sager and the pride she felt representing the CSB.

Ms. Sager highlighted discussions at the June 6, 2022, Executive Committee meeting which included: getting a name plate for Jim Taylor; allowing time for "push-ups" of Board Members (recognition activity); adding work sessions back to the agenda periodically and renaming the segment "Presentations"; joint meeting with the DSS Board; voting on donations; the authority of the Board; and developing a past Board Member panel discussion.

Carol McDaid asked whether or not the Board is an Administrative Board only, and what can be done to expand the mission of the Board. Ms. Bowyer responded that Board responsibilities are outlined in State Code and offered to provide a review.

McDaid asked that the minutes from the May 26, 2022, retreat be expanded to include additional details of the discussion. Ms. Sager asked the Board to forward to her any specific information they wish to be included. Gary D. Perkins then asked about the recordings of the Board meetings. Ms. Sager acknowledged that the Board Retreat was not recorded but that Board meetings are recorded. When the Board met fully remotely, the meetings were recorded via Zoom. Staff have returned to using the audio recordings of the more hybrid meeting format. Recordings are saved as discussed previously.

Action Item

Carol McDaid made a motion to table the approval of the May 26, 2022, Board Retreat Minutes, until the August Board Meeting; Gary D. Perkins seconded. The motion passed unanimously.

Donations

The following donation was moved for acceptance by Linda Wilkinson, seconded by Sue Randolph and passing unanimously:

- Doswell Limited Partnership donated \$15,000 towards the purchase of furniture for the Day Health Program.

Public Comments

None

Minutes

The minutes of the May 16, 2022, Board meeting were approved as submitted.

Fee Schedule and Sliding Fee Schedule Presentation

Ms. Sager opened the discussion on the Proposed Fee Schedule and Sliding Fee Scale by acknowledging the Executive Committee as well as Linda Wilkinson for their input and guidance. She also addressed the Board's authority and responsibility on this topic. She noted that the focus is on a balanced approach of maximizing revenue without penalizing those who access services provided by the agency. She also noted that Board members had a copy of the slide deck at their places and then turned the presentation over to Bernie Jordan.

Mr. Jordan walked through the slide deck (attached), providing some additional details on the process, how rates are determined, and the direction offered by the Executive Committee in developing the proposed sliding fee scale. Throughout this discussion Ms. Sager and Ms. Wilkinson provided additional information and addressed specific questions by Board members, including one from Mr. Perkins seeking clarification on “usual and customary” fees for which Ms. Wilkinson provided a detailed explanation. Dr. Caldwell-Miller also provided a brief history on the CSB being created originally as a safety net for those who receive Medicaid or are uninsured and not for those who have commercial insurance.

Lastly, Mr. Jordan addressed the agency’s proposed plan to transition individuals to the new Sliding Fee Scale, if approved.

Action Items

Linda Wilkinson made a motion to approve the proposed Fee Schedule found on page 31 of the board packet, with the understanding that the fee schedule may be amended (without further action by the board) to align with fee changes set forth by DMAS or DARS; Robin Trivette seconded. The motion carried with seven Board Members in favor, Gary D. Perkins opposing and Carol McDaid abstaining from the vote.

Linda Wilkinson made a motion to approve the proposed Sliding Fee Scale, found on page 32 of the board packet; Sue Randolph seconded. The motion carried with seven Board Members in favor, Gary D. Perkins opposing and Carol McDaid abstaining from the vote.

Executive Director’s Report

Ms. Sager began by sharing photos of the June and July new hires. She gave brief background information on new employees joining the Day Heath and Atlee Commons teams. Dr. Caldwell-Miller gave a brief introduction on new staff joining her division and Lorrie Ann Booker spoke to the two new employees on the Front Desk Team.

Ms. Sager announced the top candidate for the DD Division Director had accepted the position with a start date of September 1, 2022.

Ms. Sager spoke to the rollout of “988” and opened the discussion which mainly focused on the challenges with the rollout.

Ms. Sager asked Board Members to sign the Acknowledgement of Standards of Professional Conduct.

Ms. Sager called attention to the three-month planning calendar, highlighting the upcoming Lemonaid Stand at Day Health.

Lastly, Ms. Sager asked for any feedback on dashboard reporting as staff move into the new fiscal year.

Chairperson’s Report

Anne Cross thanked Carol McDaid for the staff appreciation email.

Committee Reports

Linda Wilkinson reported on behalf of the Public Awareness Committee, speaking to the Jean C. Harris award. She encouraged Board Members to nominate community members. Mr. Perkins encouraged Board Members to set aside time in September for thoughtful review of the nominations.

Closed Session

A motion was made by Sue Randolph, seconded by Carol McDaid and carried unanimously to go into Closed Session pursuant to Virginia Code Section 2.2-3711(A)(1) for consideration of a personnel matter, specifically for the purpose of conducting the annual performance evaluation for the Executive Director.

A motion was made by Sue Randolph, seconded by Carol McDaid and carried unanimously to certify the closed session.

The next regularly scheduled Board meeting will be held August 15, 2022.

There being no other business, Ms. Cross adjourned the meeting at 8:08 p.m.