

RACS BOARD of DIRECTORS

Meeting Minutes April 23, 2025

Rockbridge Area Community Services Board of Directors meeting on
Wednesday, April 23, 2025, 3:30 p.m.

MEMBERS PRESENT

Mr. Steve Funkhouser, Chair

Ms. Hannah Becker

Dr. Michael Gilmore

Mrs. Carolyn Kendall

Mrs. Ann-Ashby McKissick, virtual from home due to medical condition

Mr. Christopher Plogger

Mr. Leonard Denicola

Dr. James Gire

MEMBERS ABSENT

Ms. Lori Hicks

Ms. Karla Sprouse

Mr. Michael Gibbons

Mrs. Gail Mason

ADMINISTRATION, STAFF and GUESTS PRESENT

Kimberly Shaw, Executive Director

Don Sherman, Director of Operations

Samantha Hoke, Director of Community Based Behavioral Health and Prevention

Lisa Zwecker, Director of Developmental Services

Greg Hornback, Director of Clinical Services

Michele Mathis, Director of Financial Services

BreAnne Rogers, Executive Assistant and Communications Coordinator

CALL TO ORDER

The meeting was called to order by Board Chair, Steve Funkhouser, at 3:33 p.m. and there was a quorum.

RECOGNITION OF STAFF ANNIVERSARIES

- N/A this month

MINUTES

The minutes from the February 26, 2025 meeting of the RACS Board of Directors were reviewed by the board. Ann-Ashby McKissick motioned to approve the minutes Len Denicola 2nd the motion – carried unanimously.

PUBLIC COMMENTS

- None

BOARD EDUCATION

- None

COMMITTEE UPDATES

- Program Committee - Did not meet this month.
- Resource Committee - Dr. Gilmore shared that Carolyn Kendall was appointed to the committee. Dr. Gilmore also recommended approval of the February and March 2025 financial reports. Chair Funkhouser made a motion from the board to accept the reports.

The board unanimously accepted the February 2025 and March 2025 financial reports.

- Dr. Gilmore shared that the two policies presented were shared in detail during the resource meeting. He shared the highlights from the meeting and that the committee recommended approval for both of the policies with the noted changes on one. Chair Funkhouser made a motion from the board to accept the policies with the noted changes. **The board unanimously accepted Policy 6-08 Mileage Reimbursement Due to Routine Work Assignments and 6-11 Use of Property, Facilities, and Equipment with the noted updates.**

SECURITY REVIEW UPDATES

- None at this time.

EXECUTIVE DIRECTORS' REPORT

- Kim shared several highlights from her report. In addition to her report she shared that several staff appreciated the two new holidays that the board approved this year.
- Kim also invited the board members to the two upcoming events in May, the Mental Health Walk at Jordan's Point on May 9th and the Celebrate Us! Bash (Open House and Picnic) event at Magnolia Center on May 15th.
- Kim shared that the budget review will be at the next board meeting.
- She gave a heads up that there are going to be some updates on Step-VA and when she has more information to share about the updates for Step-VA, she will share that with the board members.
- Kim informed the board that she has had some communications with HUD representatives but still doesn't have the final outcome yet.
- Two residential coordinators have been hired as well as a Residential Manager.
- Kim also shared that there have already been lots of conversations reviewing options on insurance plans but that a decision hasn't been made just yet.

UNIT DIRECTOR'S UPDATES

- All of the directors gave updates in addition to their written reports.
- Don shared that RACS continues to work with company to help with search engine optimization which has already increased the agency's visibility online. Next steps will be working on google review campaigns.
- Don also informed the board that RACS is finishing up the triennial licensing process and that it should be completed very soon.
- He shared that the Consumer Experience Committee has been gathers feedback from staff to identify opportunities to make run things more smoothly for clients and will be using their feedback to make some changes.
- Greg shared that there has been some progress with hiring and hopes to be fully staffed soon.
- Greg also shared that Josh Elrod reached out to inform our agency that a coordinator has been hired for recovery court and are hopeful that it will be able to start as early as next month.
- Sam shared that the TDT program is working on transitioning to the summer program and that referrals are up right now.
- Lisa shared that RAISE has 88 individuals now which is up from 80 that was include on the report.

- She informed that board that Rockbridge Meadows is now fully staffed.
- Lisa also shared her excitement for the Open House event at the Magnolia Center on May 15th
- Lisa and Kim board shared that the Magnolia Center program is growing and the participation at is increasing with a younger population.
- Michelle shared that a new staff member has been hired in her department – Financial Operations Manager

BOARD MEMBERS' COMMENTS

- None

CHAIRPERSON'S COMMENTS

- None

CLOSED SESSION

- N/A

Chair Funkhouser adjourned the meeting at 4:04 p.m. The next meeting of the Rockbridge Area Community Services Board will be at 3:30 p.m. on June 25, 2025 at Rockbridge Area Community Services, 241 Greenhouse Road, Lexington, VA 24450.